

## MECHANIC'S OR STORAGE LIEN TITLE OR NON-REPAIRABLE CERTIFICATE APPLICATION VEHICLE INFORMATION REQUEST

**Purpose:** Use this application ONLY to request vehicle information and to apply for a title or non-repairable certificate as a result of a mechanic's or storage lien, as provided in VA Code §§43-32, 43-33, and 43-34.

**Instructions:** Complete this application using the instructions provided on page 2 of this form. The vehicle and company must be located in Virginia and the lien request must be for action that took place in Virginia.

VEHICLE LIEN INFORMATION			
Liens apply only to vehicles.		Check applicable box: (both may apply)	
<input type="checkbox"/> I have a Storage Lien under VA Code § 43-32 in the amount of	\$ _____	Was this vehicle towed at the direction of law enforcement? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date towed (mm/dd/yyyy): _____	
<input type="checkbox"/> I have a Mechanic's Lien under VA Code § 43-33 in the amount of	\$ _____		
Total			

MECHANIC OR STORAGE LIENHOLDER INFORMATION				
NAME OF COMPANY HOLDING VEHICLE			COMPANY TELEPHONE NUMBER (       )	
STREET ADDRESS	CITY	STATE	ZIP CODE	
FEIN OR SOCIAL SECURITY NUMBER	USE AGREEMENT NUMBER (if applicable)		ACCESS CODE (if applicable)	
STREET ADDRESS WHERE VEHICLE IS HELD (if different from above)	TELEPHONE NUMBER (       )	CITY	STATE	ZIP CODE

TITLE SERVICE INFORMATION			
(Complete this section only if a titling service is submitting this request on behalf of the lienholder.)			
TITLING SERVICE NAME			TELEPHONE NUMBER (       )
STREET ADDRESS	CITY	STATE	ZIP CODE
USE AGREEMENT NUMBER (if applicable)		ACCESS CODE (if applicable)	
FEIN OR SOCIAL SECURITY NUMBER (Required by the State Comptroller for debt off-set purposes per VA Code §§2.1-196, 2.1-731, 2.1-734, et.al)			

VEHICLE INFORMATION				
YEAR	MAKE	MODEL	BODY TYPE	COLOR
LICENSE PLATE NUMBER	STATE	VEHICLE IDENTIFICATION NUMBER	VALUE: <input type="checkbox"/> \$1,000 or less <input type="checkbox"/> \$1,001 to \$5,000 (check one) <input type="checkbox"/> \$5,001 to \$15,000 <input type="checkbox"/> \$15,001 or more	
DMV verifies a vehicle's value using the NADA loan value. If there is good reason to believe that the vehicle should be valued at \$5,000 or less but the NADA loan value is more than \$5,000, you may request an appointment for a DMV special agent to physically examine the vehicle. Please ask the customer service center representative for the telephone number of the special agent in your area. I request a physical examination by a DMV special agent to evaluate the value: <input type="checkbox"/> Yes <input type="checkbox"/> No				

INFORMATION REQUEST		
This is to request that DMV furnish information from its files on the above-described vehicle in accordance with Va. Code §§43-32, 43-33, and 43-34. I understand that it is unlawful to use information provided by DMV for any purpose other than the one stated. I certify that the information I have requested with this form will be used only for the stated purpose. Additionally, I certify that the information given in this application is true and correct to the best of my knowledge. I understand that it is unlawful to knowingly make false statements on an application and that any violation may be prosecuted as a Class 2 misdemeanor.		
AUTHORIZED SIGNATURE OF MECHANIC OR STORAGE LIENHOLDER	NAME (PRINT OR TYPE)	DATE
AUTHORIZED SIGNATURE OF TITLE SERVICE REPRESENTATIVE	NAME (PRINT OR TYPE)	DATE

DMV USE ONLY		
DMV recognized the NADA Official Use Car Guide loan value: \$ _____	TELLER STAMP	TELLER STAMP
NADA Loan Value:       (Check applicable box.) <input type="checkbox"/> \$1,000 or less and \$5,000 or less (DMV <u>may</u> process title application) <input type="checkbox"/> \$5,001 to \$15,000 (Must petition General District Court) <input type="checkbox"/> \$15,001 or more (Must petition the Circuit Court) NCIC Checked: is vehicle reported stolen? <input type="checkbox"/> Yes <input type="checkbox"/> No	WORK CENTER CLERK STAMP	TELLER STAMP
	VSA WORK CENTER STAMP	NLETS STAMP

## INSTRUCTIONS

To obtain a Virginia title or Non-Repairable Certificate for the vehicle, follow these instructions according to the vehicle's value.

Vehicle Value:	Instructions:
<b>\$1,000 or Less</b>	<p>The <b><u>mechanic or storage lienholder</u></b> may apply for a title or non-repairable certificate for a motor vehicle, free of all liens and claims of ownership of others, and may sell or otherwise dispose of the vehicle, provided all 4 of the following conditions are present:</p> <ul style="list-style-type: none"> <li>• No owner or any other lienholder or secured party was determined by the Department of Motor Vehicles (DMV).</li> <li>• The vehicle was manufactured at least six years prior to the current model year.</li> <li>• The vehicle has a value of \$1,000 or less.</li> <li>• The vehicle has been in the continuous custody of the mechanic or storage lienholder for at least thirty days.</li> </ul> <p>The <b><u>mechanic's or vehicle storage lien applicant</u></b> must present to DMV an Application for Certificate of Title and Registration (VSA 17A) with applicable fees or an Application for Non-Repairable Certificate (VSA 57) and this form.</p>
<b>\$1,001 to \$5,000</b>	<p>The <b><u>mechanic or storage lienholder</u></b> must:</p> <ul style="list-style-type: none"> <li>• request DMV to search title records available for the vehicle owner and lienholder, if any, and</li> <li>• make notice of the intent to sell the vehicle (as described in the Definitions section)</li> </ul> <p>The <b><u>purchaser</u></b> (after the auction) must present to DMV all of the following:</p> <ul style="list-style-type: none"> <li>• the results of DMV's record search and a completed Mechanics' or Storage Lien Application (VSA 41, pages 1-4);</li> <li>• a completed Application for Certificate of Title and Registration (VSA 17A) with applicable fees or a completed Application for Non-Repairable Certificate (VSA 57);</li> <li>• a bill of sale from the mechanic or storage lienholder holding the auction;</li> <li>• a copy of the public auction notice and location of posting;</li> <li>• a copy of the original repair order; and</li> <li>• the return receipt for the certified mail, if delivered, or the certified letter (unopened) with the return receipt attached, if not delivered.</li> </ul>
<b>\$5,001 to \$15,000</b>	<p>The <b><u>mechanic or storage lienholder</u></b> must:</p> <ul style="list-style-type: none"> <li>• request DMV to search title records available for the vehicle owner and lienholder, if any;</li> <li>• make notice of the intent to sell the vehicle (as described above); and</li> <li>• petition the General District Court, in the city or county where the vehicle is located, to order the sale of the vehicle.</li> </ul> <p>The <b><u>purchaser</u></b> must present to DMV all of the following:</p> <ul style="list-style-type: none"> <li>• the results of DMV's record search and a completed Mechanics' or Storage Lien Application (VSA 41, pages 1 &amp; 3)</li> <li>• a completed Application for Certificate of Title and Registration (VSA 17A), with applicable fees or a completed Application for Non-Repairable Certificate (VSA 57); and</li> <li>• an affidavit (VSA 41, page 3) from the sheriff stating that the vehicle was sold in compliance with the court's order.</li> </ul>
<b>\$15,001 or More</b>	<p>The <b><u>mechanic or storage lienholder</u></b> must:</p> <ul style="list-style-type: none"> <li>• request DMV to search title records available for the vehicle owner and lienholder, if any;</li> <li>• make notice of the intent to sell the vehicle (as described above); and</li> <li>• petition the Circuit Court, in the city or county where the vehicle is located, to order the sale of the vehicle.</li> </ul> <p>The <b><u>purchaser</u></b> must present to DMV all of the following:</p> <ul style="list-style-type: none"> <li>• the results of DMV's record search and a completed Mechanics' or Storage Lien Application (VSA 41, pages 1 &amp; 2);</li> <li>• a completed Application for Certificate of Title and Registration (VSA 17A), with applicable fees or a completed Application for Non-Repairable Certificate (VSA 57); and</li> <li>• an affidavit (VSA 41, page 3) from the sheriff stating that the vehicle was sold in compliance with the court's order.</li> </ul>

# MECHANIC'S OR STORAGE LIEN TITLE OR NON-REPAIRABLE CERTIFICATE APPLICATION

## AFFIDAVIT OF COMPLIANCE WITH THE LAWS OF VIRGINIA CODE §§ 43-32 THROUGH 43-34

**Purpose:** This affidavit must be completed by the mechanic or storage lienholder and must be submitted by the purchaser with the required documents, fees and taxes.

**Instructions:** Print or type. Follow the instructions on page 2.

PURCHASER INFORMATION		
PURCHASER'S NAME		VEHICLE SALE PRICE
VEHICLE YEAR	VEHICLE MAKE	VEHICLE IDENTIFICATION NUMBER (VIN)

VEHICLE QUALIFICATION	
<input type="checkbox"/> Check this box if the vehicle was stored and qualified as abandoned under §§ 46.2-1209, 46.2-1213 or 46.2-1215 and at least 30 days have passed since the vehicle was towed at the direction of law enforcement.	DATE VEHICLE WAS TOWED (Should be same date as on page # 1)
<input type="checkbox"/> Check this box if the vehicle qualifies to be titled or issued a non-repairable certificate under §43-34 when the value is \$1,000 OR LESS.  <b>NOTE:</b> The mechanic or storage lienholder may apply to DMV for a Title or a Non-Repairable Certificate for a motor vehicle, free of all liens and claims of ownership of others, and may sell or otherwise dispose of the vehicle if all 4 of the following conditions are present: <ul style="list-style-type: none"> <li>• No owner or any other lienholder or secured party of the vehicle was determined by the Virginia DMV.</li> <li>• The vehicle was manufactured at least six years prior to the current model year.</li> <li>• The vehicle has a value of \$1,000 or less.</li> <li>• The vehicle has been in the continuous custody of the mechanic or storage lienholder for at least 30 days.</li> </ul>	

COMPLIANCE INFORMATION
As the Mechanic or Storage Lienholder, I have: (Check <u>all</u> applicable boxes)
<input type="checkbox"/> applied to DMV for vehicle owner and lienholder information as a result of a Mechanic's or Storage Lien that occurred in Virginia.
<input type="checkbox"/> made reasonable attempts to contact the lienholder (s), if any, by telephone on _____ DATE(S)
<input type="checkbox"/> made notice of intent to sell the vehicle under the procedure prescribed by Virginia Code §§43-32 through 43-34.
<input type="checkbox"/> arranged for the vehicle to be sold under the procedure prescribed by Virginia Code §§43-32 through 43-34.

CERTIFICATION		
(The following certification MUST be signed and dated by the mechanic or storage lienholder in the presence of a Notary Public.)		
I affirm, under penalty of perjury, that I have complied with the requirements of the Code of Virginia § 43-34 and that all information herein is true and correct. I understand that it is unlawful to knowingly make false statements on an affidavit and that any violation may be prosecuted as a class 5 felony.		
MECHANIC'S OR STORAGE LIENHOLDER'S NAME (PRINT)	MECHANIC'S OR STORAGE LIENHOLDER'S SIGNATURE	DATE
This section must be completed by a notary public.		
Commonwealth of Virginia, city or county of _____ subscribed and Sworn before me on this _____ day of _____ (MONTH) _____ (YEAR), by _____ in the city or county and state aforesaid.		NOTARY PUBLIC SEAL (if required)
NOTARY PUBLIC'S NAME	NOTARY PUBLIC'S SIGNATURE	MY COMMISSION EXPIRES

SHERIFF'S AFFIDAVIT			
The vehicle was sold in compliance with a court order.			
SHERIFF'S NAME (PRINT)	SHERIFF'S SIGNATURE	SHERIFF'S JURISDICTION	DATE

# MECHANIC'S OR STORAGE LIEN TITLE OR NON-REPAIRABLE CERTIFICATE APPLICATION

## This Page For DMV Use Only

**Purpose:** Only a DMV Special Agent may complete this section, if requested to inspect a vehicle.

**Instructions:** The customer service center completes the checklist of documents to be presented to DMV before a title is issued.

### FOR DMV USE ONLY

All applicants must present a completed VSA 17A or VSA57, the VSA 41, the DMV Record Search Results and all required documentation according to the vehicle's value.

Check documents presented:

- ☐ Completed VSA 17A  
☐ Completed VSA 57  
☐ Completed VSA 41  
☐ DMV Record Search Results

The following documents are listed according to the vehicle's loan value.

<b>VEHICLE VALUE:</b>		<b>DOCUMENTATION REQUIRED:</b>	
<input type="checkbox"/> Documents presented to DMV for loan value of \$1,000 or Less		<p>The mechanic or storage lienholder may apply for a title or non-repairable certificate to a vehicle, free of all liens and claims of ownership of others, and may sell or otherwise dispose of the vehicle provided all four of the following conditions are present:</p> <p><input type="checkbox"/> No owner or any other lienholder or secured party was determined by the Virginia DMV.  <input type="checkbox"/> The vehicle was manufactured at least six years prior to the current model year  <input type="checkbox"/> The vehicle has a loan value of \$1,000 or less.  <input type="checkbox"/> The vehicle has been in the continuous custody of the mechanic or storage lienholder for at least 30 days.</p>	
<input type="checkbox"/> Documents presented to DMV for loan value of \$1,001 to 5,000		<input type="checkbox"/> Bill of Sale from lienholder <input type="checkbox"/> Copy of public auction notice <input type="checkbox"/> Copy of original repair order	<input type="checkbox"/> Certified mail return receipt (signed) <input type="checkbox"/> Undelivered certified mail (unopened) <input type="checkbox"/> List of place(s) notice(s) was/were posted
<input type="checkbox"/> Documents presented to DMV for loan value of \$5,001 to \$15,000		<input type="checkbox"/> Sale documentation from sheriff <b>Sheriff must complete the VSA 41 affidavit (page 3)</b>	TELLER STAMP
<input type="checkbox"/> Documents presented to DMV for loan value of \$15,001 or more		<input type="checkbox"/> Sale documentation from sheriff <b>Sheriff must complete the VSA 41 affidavit (page 3)</b>	
TELLER REMARKS:			
DOCUMENTS WITNESSED BY (SIGNATURE REQUIRED)		NAME OF WITNESS (PRINT)	
		DATE	
VEHICLE IDENTIFICATION NUMBER (VIN)			ODOMETER READING
YEAR	MAKE	MODEL	BODY TYPE
COLOR			
VIN IS: (Check all applicable boxes) <input type="checkbox"/> Correct <input type="checkbox"/> Missing <input type="checkbox"/> Changed <input type="checkbox"/> Altered or tampered with		LICENSE PLATE NUMBER STATE	
INSPECTION RESULTS:		SPECIAL AGENT'S REMARKS	
<input type="checkbox"/> Appears to be non-repairable <input type="checkbox"/> Appears to be \$1,000 or less <input type="checkbox"/> Appears to be \$1,001 to \$5,000 <input type="checkbox"/> Appears to be \$5,001 or more		<input type="checkbox"/> Process may be handled by DMV <input type="checkbox"/> Process must be handled by the court. The decision of the special agent is final.	
SPECIAL AGENT'S NAME (Print)		SPECIAL AGENT'S SEAL	
SPECIAL AGENT'S SIGNATURE		CODE NUMBER	
		INSPECTION DATE	